



LOOKING FOR APPLICANTS INTERESTED IN THE POSITION OF:

ASSOCIATE MUNICIPAL JUDGE

This is an appointed position for the City of El Paso Municipal Court.

TYPICAL DUTIES: Under direction, serve as an Associate Municipal Judge reporting to designated Presiding Judge. Serve as arraignment pre-trial judge for defendants of Class “C” Misdemeanor charges. Involves: handling significant volume of cases efficiently, advising defendants and other interested parties of charges, rights and legal options; considering motions; reviewing documents presented to establish proof of legal compliance; recording determination of court. Serve as judge in other designated hearings. Involves: hearing preliminary pre-trial motions; acting as magistrate; handling additional cases as assigned by presiding judge; performing other related duties as required.

MINIMUM QUALIFICATIONS: Individual must be a licensed attorney in good standing, have had two or more years of experience in the practice of law in Texas, have lived in El Paso during the preceding 12 months, and be a resident of Texas. Considerable knowledge of: Texas State Law and City of El Paso Ordinances governing misdemeanor offenses, including conditions pertaining to juvenile defendants; court protocols and procedures. Ability to: process a significant volume of cases promptly and efficiently; clearly and concisely explain pertinent legal information to interested parties; fairly and impartially enforce delegated legal authority.

COMPENSATION: Session pay as per City Council ordinance.

Interested individuals should send a complete resume to:

Ms. Monica Puga
Human Resources Department
City of El Paso
2 Civic Center Plaza, 3rd floor
El Paso, TX 79901-1196
Email- PugaMJ@elpasotexas.gov
Phone: 915-541-4269
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Position is Opened Until Filled